



NJ STARS Representative
 400 Paramus Road - Room A-128A
 Paramus, New Jersey 07652-1595
ckrostek@bergen.edu
www.bergen.edu/njstars

NJ STARS Program -New Student Application/Contract - Fall 2018/Spring 2019

This application/contract may be submitted **before** high school graduation if the applicant was in the top 15% of their class at the end of their **junior year** of high school and appeared on the HESAA prospective NJ STARS list. Please read carefully, and complete/verify all requested information.

Congratulations on your enrollment at Bergen Community College as an NJ STARS student. We are excited that you have chosen to continue your education with us. NJ STARS is a fantastic opportunity that covers the cost of tuition at the College, but there are eligibility requirements that you must follow and complete. Bergen Community College will do everything it can to assist you in maintaining your eligibility in the STARS program, **but the responsibility for understanding and following the requirements is yours.**

Name: _____
 First Middle Last Name

Address: _____
 Street City State Zip Code

Student ID Number _____ Telephone: (____) _____ Email: _____

High School Name (Graduated): _____ Graduation Year*: _____

*Students who graduated high school in 2017 or 2018 may qualify. 2016 graduates are eligible through the Fall 2018 semester.

Admissions:

I have applied to Bergen Community College and was admitted to a degree program. (AA, AFA, or AS degrees are transfer programs, and an AAS degree is a program which is not readily transferable to 4 year colleges/universities. Certificate programs are not eligible.) I visited www.bergen.edu/new-students/getting-started-at-bergen/ and completed Steps 1-6 (Step 7 differs for NJ STARS students).

I am a: New Student Transfer Student Continuing BCC Student: Continuing Student GPA: _____

Program: _____

In addition to applying to your home community college, there are three eligibility requirements that must be met to become NJ STARS students: academic, residential and applying for federal (FAFSA) and state-based (HESAA) financial aid.

Academic Requirements (Proof of Eligibility): Check all that apply

- I was in the top 15% of my class at the end of my **junior year** of high school. The NJ STARS Representative at Bergen Community College will verify that I am on the HESAA list as reported by my high school guidance office, and on the HESAA Applicant Roster **OR**
- I was in the top 15% of my class at the end of my **senior year** of high school.
- I will submit my FINAL OFFICIAL SIGNED AND SEALED HIGH SCHOOL TRANSCRIPT to the **NJ STARS Representative** immediately after graduation as proof I graduated from a New Jersey high school. My transcript must list my **class rank, class size and date of graduation.**
- If my transcript **does not** contain **my class rank and class size**, I will also need to submit a **signed and sealed** letter from the Guidance Director, Principal or Vice Principal printed on my high school's letterhead listing my **class rank, class size, and year of graduation.**

Residency Requirements:

- I am a U.S. citizen or eligible non-citizen **and** a legal New Jersey resident and have been for a minimum of twelve consecutive months prior to high school graduation
- My parent(s)/guardian(s) are U.S. citizens or eligible non-citizens **and** legal New Jersey residents and have been for a minimum of twelve consecutive months prior to my high school graduation.
- I live in Bergen County.

(For official use only: please leave blank)

First Semester Enrolled: _____ FT /PT **First NJ STARS Semester:** _____ FT /PT

Class Rank/Class Size _____ / _____ = _____ % **On HESAA List** Yes No **On HESAA Roster** Yes No

I am an OUT-OF-COUNTY resident. I understand that I **MUST** be enrolled in majors not available at my home county community college or the program must be oversubscribed for at least one year. I must also submit my CHARGEBACK* paperwork EVERY semester I am enrolled in order to remain eligible for NJ STARS funding. See Chargebacks at www.bergen.edu/bursar for information and deadlines. **Chargeback forms can be picked up in the Admissions Office in A-115. Complete instructions are included with the Chargeback form.**

Financial Aid Requirements: I must complete the FAFSA and the New Jersey Additional Questions each academic year by the State deadline of April 15th. It is my responsibility as a prospective NJ STARS student and later, as an NJ STARS student to submit all documentation requested by the BCC Office of Financial Aid and the New Jersey Higher Education Student Assistance Authority (HESAA) by deadlines given in communications sent to me. I understand that their goal is to determine my eligibility as an NJ STARS student.

FAFSA (federal financial aid): I completed the 2018-2019 FAFSA (Free Application for Federal Student Aid and added Bergen Community College as one of my college choices. I visited www.bergen.edu/njstars, clicked on Resources, and read [Federal Financial Aid Review Process](#) to ensure all steps were completed including "Regularly Check Your Federal Financial Aid Status for Completion" in order to be sure Bergen Community College has completed its federal financial aid review. Please contact Charlmaine McKinney at cmckinney@bergen.edu if you have any questions.

HESAA (state-based financial aid): I created a student login at <https://njfams.hesaa.org/NJFAMS>. I have checked the "To Do List" to be sure all boxes contained a checkmark, and answered the NJ Additional Application Questions if I did not do so at the end of the FAFSA. I visited www.bergen.edu/njstars, clicked on Resources, and read [State-Based Financial Aid Review Process](#) to ensure all steps were completed including "Regularly Check Your State-Based Financial Aid Status for Completion" to be sure HESAA has completed its state-based financial aid review. Please contact HESAA at 800-792-8670 if you have any questions or if you need additional help.

Testing:

- I completed the online Waiver form at www.bergen.edu/testing, forms, and I was eligible to have all/part of the Accuplacer Placement Test waived, and/or;
- I have taken all or part of the Accuplacer Placement Test. I am not required to take any remedial courses.

Academic Advising:

- I activated my Bergen Community College student portal at my.bergen.edu and email address before visiting Academic Advising.
- I have visited Academic Advising in A-118 and understand how to use student portal at my.bergen.edu, how to read my Program Evaluation, and how to register for courses.

Registration/Academic Counselor Approval:

I have registered at least 12 credits, and will maintain a minimum of 12 credits. I can take less than 12 credits **ONLY** in my final semester. I will check with an Academic Counselor to be sure I am on track to graduate. Withdrawing from courses during the semester without permission may result in the **permanent loss** of my scholarship eligibility, and I may be billed for withdrawn courses.

I met with an Academic Counselor in A-118 to go over my program and course schedule for approval and signature below.

Academic Counselor _____

Date _____

Bursar/Tuition & Fees:

- My Tuition will be funded by the State **by the end of each semester** as long as I maintain all eligibility requirements each semester. My courses were **temporarily*** protected when I self-identified with the NJ STARS Representative until contract is signed.
- I should pay **Only Fees** associated with tuition. Fees vary semester to semester, and are **not covered** by NJ STARS. Payment of all fees is **my responsibility** and must be paid by deadlines. See Payment Deadlines at www.bergen.edu/bursar
- NJ STARS **does not** pay for tuition for audited courses, or for winter or summer courses.
- I understand that fees incurred for adding/dropping courses once each semester begins are **not covered** by NJ STARS.

NJ STARS Application/Contract Signature:

I will contact Catherine Krostek, the NJ STARS Representative, to schedule an appointment to sign my completed contract at 201/689-7055 or email ckrostek@bergen.edu. I will attend an NJ STARS Workshop if I need help completing the contract. My contract can be signed at the workshop if complete. See Events at www.bergen.edu/njstars for dates, or call or email Catherine Krostek.

*The NJ STARS Representative will extend the temporary protection on my courses until my tuition is paid by the State of New Jersey.

NJ STARS Representative: _____

Date: _____

I understand that this is my binding contract. I will receive a copy to keep once my academic counselor and the admissions office have reviewed and approved the final completed application/contract. I will refer to this application/contract, www.nigrants.org, and www.njstars.net for all information on program rules and regulations. For general information, please contact ckrostek@bergen.edu.

NJ STARS Student _____

Date _____